



Landscape Plan Checklist – Large Project

If you plan on making significant improvements to your landscaping along with other property improvements, you may need to complete this form. This is an abbreviated version of a longer checklist – be sure to speak with a Planner to determine if anything else will be needed.

BASIC LANDSCAPE PLAN INFORMATION

- Property address and Assessor’s Parcel Number(s).
- Name, address, phone number, and email address of the Applicant.
- Designer name and contact information.
- North arrow and date of drawing.
- Scale of drawing.
- All property lines and dimensions.
- Calculation of total landscaped area on each parcel.

LANDSCAPING ELEMENTS

- Location of significant existing and proposed vegetation
- Location of all proposed ground forms and features in a final grading plan with contours (label as lawn, garden bed, rain garden, etc.)
- Location of existing and proposed structures in relation to the landscaped area
- Show mature spread and height of plants
- Provide construction details, materials and colors for hardscape elements (walkways, walls, etc.)

PLANT LIST

Plant list of common name of plants, size and number of plants, and number of plants used. Also show where the plants will be located.

SAMPLE PLANT LIST (NOT a list of recommended plants)				
Symbol	Botanical Name	Common Name	Minimum Size	#
Trees:				
Ac	Acer circinatum	Vine Maple	15 gallons	1
Cn	Cornus Nuttallii	Pacific Dogwood	15 gallons	5
Shrubs:				
Vo	Vaccinium ovatum	Evergreen Huckleberry	5 gallons	4
Ro	Rhododendron occidentale	Western Azalea	5 gallons	2
Groundcovers / Ferns / Grasses:				
Gs	Gaultheria shallon	Salal	1 gallon	2
Cg	Ceanothus griseus	Wild Lilac	1 gallon	7
Pm	Polystichum munitum	Sword Fern	1 gallon	4

Use botanical names with no abbreviations. Be sure to state species and variety.

The City recommends that 50% of landscaping be California and Pacific Northwest plants.

Minimum sizes for trees, shrubs and groundcovers, ferns and grasses are listed in this example.

IRRIGATION AND MAINTENANCE NOTES

- Irrigation must be shown and indicate what type of system will be used
- Indicate the party responsible for maintenance and how landscaping will be maintained in good growing condition over time, including frequency of maintenance.

LOW IMPACT DEVELOPMENT AND SUSTAINABILITY RECOMMENDATIONS (Not Requirements)

- Divert roof drainage (downspouts) into swaled landscape planter areas.
- Design more rain garden / swale landscaping with no minimal curbing barriers.
- Avoid invasive plant species
- Include 50% or more native and/or drought tolerant (low water use) plants.
- Limit the use of cobblerock to planter areas and as an accent material only.
- Instead of weedcloth in planter areas, use a 3” to 4” layer of mulch or a combination of cardboard and mulch.
- Use permeable paving materials in hardscapes.

To review complete landscape plan standards please visit the City website at www.cityofarcata.org. Select “Land Use Code” from the menu on the left side of the main page, then navigate to §9.34 or enter 9.34 in the search box.